

**RILEY COUNTY-MANHATTAN HEALTH DEPARTMENT  
HEALTH BOARD MEETING**

MINUTES OF FEBRUARY 24, 2010

REGULAR MEETING No. 2

The regular meeting of the Riley County-Manhattan Health Board was held Wednesday, February 24, 2010 at 12:00 noon at the health department, 2030 Tecumseh Road.

**ATTENDANCE**

Ten members of the Board were in attendance at the meeting; these included: Dr. Paul Benne, Dr. Matt Floersch, Doug Kinney, Karen McCulloh, Dr. Derek Mosier, Debbie Nuss, Lauren Palmer, Bob Strawn, Sandra Tabor, and Katie Thompson-Laswell. Staff members present were Charles Murphy, Susanne Kufahl, Kami Cohorst, Shelley Hays, Kym Nies, and Dawn Searles. Also in attendance were Sue Cohen, League of Women Voters and Scott Miller, KMAN Radio. Brady Burton was unable to attend. There were sufficient members present to constitute a quorum.

**PUBLIC INPUT**

There was no public input.

**MINUTES**

The minutes from the January 27, 2010 meeting were reviewed.  
**\*\*\*Ms. McCulloh moved to approve the minutes as distributed. Ms. Tabor seconded the motion. Motion carried.**

**ADOPT AGENDA**

Additions:

Discuss Food Service position

Corrections:

Next board meeting will be March 31 (not March 24).

**\*\*\*Mr. Kinney moved to adopt the agenda with noted changes. Ms. Nuss seconded the motion. Motion carried.**

Dr. Benne requested that a discussion about electronic cigarettes be placed on the agenda for March.

**TREASURER'S  
REPORT**

Mr. Kinney reported that the financial figures appear to be tracking as expected at the beginning of the calendar year.

**REPORT OF THE  
ADMINISTRATOR**

The City's water control project at the health department has been approved and will be moving forward. The plans include a retaining pond intended to help prevent flooding of Tecumseh Rd. The plans include adding sidewalk around the property.

Balance sheets were included in board packets this month at board request. The balance sheet is a snapshot of the health department's

financial position at a particular moment in time. Mr. Strawn requested that the “reserve” category be broken out as a separate entry on the balance sheet.

The Board was given a report on H1N1 funds as of January 31, 2010. These funds are only used for H1N1 activities and items that help in educating and communicating with the public.

Our accountant, Ms. Hays, will prepare a fund summary sheet for the board.

The Food Service Inspector has resigned because of the insecurity of the position at this time. A great deal of time and expense went into training her and it was hoped that she could be retained to conduct the food service inspections required by city ordinance as well as training and education for food safety. Administration is seeking direction from the board as to whether or not the food service inspector should be replaced. Ms. Palmer and Mr. Strawn recommended that the board appeal to the city and county commissioners to expedite a decision regarding the food service issue. **\*\*\*Mr. Kinney moved to send a letter on behalf of the board requesting that the food service discussion and any subsequent decisions be expedited. Ms. Nuss seconded the motion. Motion carried.** Mr. Murphy will prepare a letter and a copy will be sent to board members.

Ryan White funds may be cut by 50% in July. We are applying for an HIV Prevention Grant to replace those funds.

Charitable Care write offs were accomplished as directed by the board.

Dr. Floersch asked about advertising for H1N1. There is a lot of vaccine left and public interest is beginning to wane. Dr. Floersch and Mr. Murphy will work on something which emphasizes that the shot is available to everyone.

## **COMMITTEE REPORTS**

There were no committee reports.

## **UNFINISHED BUSINESS**

There was no unfinished business.

## **NEW BUSINESS**

New Board member, Debbie Nuss was introduced.

The proposed By-Law changes were distributed to board members for consideration. Mr. Kinney recommended that the bonded amount

be raised to \$250,000.

Strategies, data indicators, and benchmarks were added to the long-range goals set by the board and distributed in board packets. The board will be updated periodically regarding the progress of the goals.

The health department solicits public feedback and suggestions in different ways. Administration will bring to the board an assessment of the feedback, according to the sources already in place, in upcoming months.

Robert Wood Johnson Foundation findings were distributed in packets. The assessment was reviewed and discussed.

The next regular board meeting was scheduled for Wednesday, March 31, 2010 at 2030 Tecumseh Road.

The meeting was adjourned at 1:44 pm.

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Brady Burton, President

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Charles Murphy, Administrator